Savannah State University
Annual Research Conference

Abstract Submission Guidelines

Abstract Submission Instructions and Guidelines
We are soliciting abstracts for poster presentations for the 5th Annual Student Research Conference at SSU. Abstracts from all fields are encouraged. Abstracts will be accepted via electronic submission only. The website for electronic abstract submission is http://www.savannahstate.edu/misc/research%2Dconference/registration-abstract.aspx. Abstracts that do not conform to official guidelines may not be accepted.

A presenting author is required to register and attend the Conference to present the abstract.

REGISTRATION: All abstract presenters are required to register for the Conference.

DEADLINE: All abstracts must be received by Friday, March 6, 2015. No corrections will be allowed after this time and there will be no extensions for this deadline.

ELIGIBILITY: Current Savannah State University student who conducted research during Summer 2014 - Spring 2015.

PRESENTATION FORMAT: Posters should fit on the poster boards at a maximum of 48”W x 48”H.

ACKNOWLEDGEMENT: All abstracts will receive notification of receipt no later than Monday, March 10, 2014.

SUBMISSION: Please complete the electronic form in order to submit. Only electronically submitted forms submitted through the ARC website (http://www.savannahstate.edu/misc/research-conference/index.shtml) will be accepted.

Abstract Submittal Guidelines

All abstracts must be approved by Research Mentor/Supervisor prior to submission.

Maximum of 250 word count (excluding, authors, affiliations, and mention of grant support).

Tables, charts, and key words are not allowed.

Define all abbreviations the first time they appear in the abstract.

Avoid formulas.

Do not include references or credits.

Single-spaced typing. No space between title and body or between paragraphs.

Proofread the abstract carefully before submitting; no corrections allowed.

Any attached file to the electronic submission must be in Microsoft Word.

Italics should be used only for binomial nomenclature.

Organization of Abstract

All abstracts must be organized to include the following elements as applicable:

For Scientific Abstracts

TITLE (use titled case letters) maximum 60 characters.

AUTHOR(S) (use titled case letters) presenting author must be listed first. Each abstract should have at least two authors (student - 1st author; mentor - 2nd author). Separate authors with a semi-colon.

AFFILIATION(S) list the institution(s) where research was conducted. Present affiliation information in a new line immediately following affiliation.
For a strong abstract we suggest the inclusion of purpose, design methods, and results/expected results. The definitions for these areas are listed below. Please it is not recommended to formally separate these sections in your abstract.

**PURPOSE** explain the importance of the research or activity to include objectives, goals and purpose.

**DESIGN METHODS** briefly explain the procedure and strategy used to gather the information presented.

**RESULTS/EXPECTED RESULTS** explain what you found or expect to find when you perform the analysis of the information presented.

**DISCUSSION/CONCLUSION** how do(es) the result(s) address the hypothesis and how do the reported findings contribute to the knowledge in the respective field?

**GRANT SUPPORT** authors are encouraged to acknowledge grant support for research.

**For Non-Scientific Abstracts**

**TITLE** (use titled case letters) maximum 60 characters.

**AUTHOR(S)** (use titled case letters) presenting author must be listed first. Each abstract should have at least two authors (student - 1st author; mentor - 2nd author). Separate authors with a semi-colon.

**AFFILIATION(S)** list the institution(s) where research was conducted. Present affiliation information in a new line immediately following affiliation.

For a strong abstract we suggest the inclusion of purpose, design methods, and results/expected results. The definitions for these areas are listed below. Please it is not recommended to formally separate these sections in your abstract.

**PROBLEM/ISSUE TO BE CONSIDERED** explain the problem/issue to be considered.

**UNDERLYING ISSUE KEY FACTORS**

**RECOMMENDATIONS**

**GRANT SUPPORT** where applicable.

**Presentation Guidelines**

Poster presentations will occur during the poster session on April 7, 2015. **Presenting authors must pre-register and attend the 4th Annual Research Conference and RIMI Symposium. All posters should be up by 6:30pm on Monday, April 6, 2015 to be considered for an award.**

**Poster Guidelines**

One side of a poster board will be furnished for each poster display. The available surface area for your poster is 48 inches x 48 inches. Do not exceed this dimension when printing your poster.

The presenting author is responsible for displaying the poster at the beginning of the poster session and removing it at the end.

The presenting author must be available at their poster display during the poster session. These sessions are designed as an opportunity for authors to speak with conference attendees about their respective work.

Regarding type size on posters: Text must be legible. The title should be legible from at least 16 feet away and text from 3-6 feet. For example: Title is recommended at font size 72-90. Heading recommended at font size 40 - 48. Subheading recommended at 28 - 30. Text recommended at 24 - 28.

Student's name should be noted with one (1) asterisk and Faculty research advisor should be noted with two (2) asterisks.

Background of poster should not overwhelm the research information presented. Choose a background that will accentuate the material that you want to present.

Limit your font to block style fonts, such as Arial, Bookman Old style, Calibri, Times New Roman.

You are strongly encouraged to print (and laminate, if applicable) your poster by April 1, 2015.